

MINUTES OF THE PRE-BID/SITE VISIT MEETING
SOLICITATION NO. 73839-001-03-CK
CCF/LDCC COOLING PLANT MODIFICATIONS
Held: June 4, 2003

The Pre-Bid Meeting to discuss the CCF/LDCC Cooling Plant Modifications which was held at Pajarito Complex at 9:00 a.m. in Room 133.

Those in attendance were:

NAME	ORGANIZATION
Ross Sanchez	Cross Connection Inc.
Jenna Casias	Pueblo Electric
Max Stroback	Hawk Mechanical
Sam Cordova	Electrical Insight
Rafael J. Cordova	Cordova Mechanical & General Contracting, Inc.
Carol McNeil	LANL/BUS-5
Justin Maestas	Gordon Construction
Jeff Sim	H & N
Dale Kemp	LANL/BUS-5
Bryan Koehler	LANL/PM
Marty Hall	Bridgers & Paxton
Charlie Veitch	Bridgers & Paxton

The following items were discussed:

I. INTRODUCTION

Dale Kemp, Contract Administrator, welcomed those in attendance.

II. REVIEW OF SOLICITATION DOCUMENTS

The Contract Administrator, Dale Kemp and Requester Bryan Koehler discussed the following sections of the Solicitation Documents as set forth below:

1. Time, date and place bids are due, is 2:00 p.m., Thursday, June 19, 2003 at Room #133, Pajarito School, Los Alamos, NM.
2. Copies of the specifications can be obtained from:

Carol P. McNeil
Los Alamos National Laboratory

P. O. Box 1663, MS M986
Los Alamos, NM 87545

3. The Contractor shall provide a schedule for work that addresses impacts on the operating facility. The University will require a ten (10) day notice for shut downs and changes to operations.
- 4 This project must be completed in coordination with facility operations and in phases to maintain operations. See the milestones set forth in the Draft Contract.
5. The work will be performed in TA- 03-1498 and 132, which is a controlled area. Contractors will need training and access badges.
6. The potential bidders were reminded that the project is covered by the Davis-Bacon Act and they are required to comply with the wage provisions in the Solicitation Documents
7. Safety - An approved Safety Plan and Activity Hazard Analysis must be submitted and University approval obtained before on-site work can begin.
- 8 . Staging area will be located in the back near cooling towers, only two to three vehicles will be allowed in the area.